

**MINUTES OF THE
SOMERS COUNTY WATER AND SEWER DISTRICT
REGULAR MONTHLY MEETING
DECEMBER 14, 2016**

The regular meeting of the Somers County Water and Sewer District was held on December 14, 2016, at the Somers Museum at 6:00 p.m..

President Ruth Hellen called the meeting to order at 6:05 p.m.. Present were Don Peters, Tanya Turner, Mark Manning and Bob Foley. Shari Johnson, district's engineer, and Ben Knotts were also present.

APPROVAL OF MINUTES.

Mark stated that the sentence at the end of paragraph 2 under NEW BUSINESS: A. Ben Knotts..."He would like the Board to consider allowing multiple units on one piece of property not under one roof with one meter paid for by an organized" should read more clearly. "Ben would like the Board to consider allowing separate dwelling units on one tract of land be allowed to have one water and sewer line for all units with only one meter which would be paid for by an HOA."

Don moved. Tanya second.

RESOLVED to approve the November 9, 2016 minutes, as corrected.

All Aye.

PUBLIC COMMENT.

No public comment.

NEW BUSINESS:

A. Shari--Summit Avenue Project--NW Energy. Shari reported that she has found that the gas line going up Summit Avenue and also going down Somers Road is within a foot of the water main that we are planning to replace. There are a few areas where the gas line crosses over our water main. This is a very unsafe situation. The gas line was put in after our water main. She has talked to NW Energy and they agree that this situation needs to be fixed. It appears that our water main is only 2 feet deep and mostly solid rock underneath. Shari stated that it may be best if NW Energy moves their line to the other side of the street rather than us moving our line as there line is much smaller. Shari has talked with Rich Gebhardt and he suggested that

discussion needs to occur between Shari, Rich and NW Gas. Mark Manning also volunteered to be involved with this discussion. We will be kept up to date on how the discussion progresses.

B. Shari--Water Model for Master Plan. Shari stated that she is planning to purchase a water model computer program which will be very beneficial to all small water systems. This program will allow the input of a water system with the mains, fire hydrants etc., and will show how much water flow, pressure and capacity there is in the system. It will also be able to show how adding another 100 houses, more or less, will affect the water system as a whole. She has offered us a lower price to work on our water system first as she learns the program. She feels she will have the water model for our system totally complete within 6 months. She is also going to offer a GIS program which will allow small systems to use their phones to find curb stops and other infrastructure within a system.

Bob moved. Don second.

RESOLVED to approve to hire Shari to prepare a water model system and the GIS system for the Somers District.

All Aye.

Shari stated to Ben that until she is able to complete the model, we will not be able to give a complete yes or no answer to questions being asked concerning water capacity, pressure and flow for development.

Shari then left at 6:25 p.m..

C. Ben Knotts--More Questions and More Potential Property Development on School Addition Road. Ben began by asking the Board if he is going to be in a holding pattern on being able to build based on Shari's report. The response was that he will need to be patient and it will depend on his plans.

Ben stated that he would still like to be able to extend the main from the north end of Tiebucker's eastern park to his property on School Addition Road. In order for him to get an estimate of costs associated with the extension he needs to know the required size of the main. At this time he is only interested in running the main and having one service line to a shop on the property. Rita explained that he will need to get an engineer and have them work up an estimate on an 8" line as it is policy that if the district requires a larger main than 8" the district will pay the difference between the 8" and the larger main size required.

Rita stated that Ben needs to get his own engineer as Shari will charge the District for any work requested by our individual customers. If Ben has a question that only Shari can answer, Ben can e-mail Rita and Rita will forward to Shari. The District will not pay for unauthorized use of

Shari's services.

Ben then discussed a 5 acre tract of land on School Addition previously owned by the Blum's. This property is for sale. Currently the only building on the property is an older building which was a dwelling unit. For many years there was this building, a single wide trailer and a double wide trailer. The trailers have been moved this fall. At the time of the sewer project, there were 2 sewer taps made to the property. One sewer line had two dwelling units attached and the other sewer line had 1 dwelling unit. These services have never been abandoned and have always paid the monthly fees. Ben asked if he could still have two dwelling units on the service line that has always had 2 services on it. It was agreed he could have two dwelling units on the existing two service line.

NEW BUSINESS:

A. On-Line Bill Pay for Customers. Rita reported on research requested by Tanya to find a way for customers to pay their water bills on-line. Rita explained the options: We could hire someone to create a secured website; we could do what is called automatic ACH debit which the bank did not recommend; or we could accept payments through "pop money". Mark stated that he felt the pop money application would be the least complicated. Rita explained that customers could pay their bill directly to our bank account through text or e-mail with a notification to us stating that they paid. It will cost the district nothing to receive the money, however, it will cost the customer \$.95 per transaction. All agreed that this would be the simplest solution.

Rita stated that the District will need to send out a letter to tell customers that this service will be available to customers. It was also recommended that in the letter we should inform customers about the Summit Avenue Project, Water Master Plan, Sliters Payment Drop Box and anything else that the directors think should be included. The letter will be sent with the January bills. Rita will send draft copies to Boardmembers to approve sometime around the middle of January.

SECRETARY/MANAGER'S REPORT:

A. Financial Statements. The financial statements for month ending November 30, 2016 were presented.

B. Bills. The Unpaid Bills list was presented. Rita explained that the check for Lakeside was written for \$450 short due to a misunderstanding with Rodney. We will owe an extra \$450 next month.

Don moved. Mark second.

RESOLVED to pay the bills as stated on the Unpaid Bills Report totaling \$14,148.42.

All Aye.

C. Correspondence. The Sanitary Survey Report completed by DEQ was copied in the Directors Report.

D. Delinquents. The Delinquent Report was presented.

E. Manager's Report. The Manager's Report is attached and all information in the report has been discussed earlier in this meeting.

Being no further business.

Don moved. Tanya second.

RESOLVED to adjourn the meeting.

All Aye.

Meeting adjourned at 7:30 p.m..

Minutes approved at the January 11, 2017 meeting: _____
President

ATTEST:

Secretary